

Chairperson Bobby Gutierrez  
Vice-Chairperson Leo Gonzalez  
Parliamentarian Kevin Krolczyk

Commissioners  
John Bush  
Cathy Conlee  
Kyle Incardona  
Prentiss Madison  
Reuben Marin  
Robert Swearingen



## MINUTES

**BRYAN PLANNING AND ZONING COMMISSION  
REGULAR MEETING  
THURSDAY, AUGUST 4, 2016 – 6:00 P.M.  
COUNCIL CHAMBERS, BRYAN MUNICIPAL BUILDING  
300 SOUTH TEXAS AVENUE, BRYAN, TEXAS**

Disclaimer: The meeting minutes herein area a summarization of meeting procedures, not a verbatim transcription

### **1. CALL TO ORDER.**

Chairperson Gutierrez called the meeting to order at 6:02pm.

Commissioners	Present	2016 Regular Meetings Held	2016 Regular Meetings Attended	Regular Meetings Held During Last 6 Months	Regular meetings Attend During Last 6 Months
John Bush	Y	13	13	10	10
Cathy Conlee	Y	13	12	10	9
Leo Gonzalez	Y	13	11	10	8
Bobby Gutierrez	Y	13	13	10	10
Kyle Incardona	N	13	11	10	8
Kevin Krolczyk	Y	13	11	10	8
Prentiss Madison	Y	13	12	10	10
Reuben Marin	Y	13	13	10	10
Robert Swearingen	Y	13	9	10	8

### **2. PLEDGE OF ALLEGIANCE TO THE U.S. FLAG.**

Chairperson Gutierrez led the pledge.

### **3. HEAR CITIZENS.**

No citizens came forward.

### **4. RECOGNITION OF AFFIDAVITS FILED IN RESPONSE TO STATE LAW ON DISCLOSURE OF LOCAL OFFICIAL'S CONFLICT OF INTEREST.**

No affidavits were filed.

### **5. CONSENT AGENDA.**

#### **a. Approval of minutes from the workshop and regular meetings on July 21, 2016.**

Commissioner Krolczyk moved to approve the Consent Agenda. Commissioner Conlee seconded the motion, and the motion passed unanimously.

### **6. REQUESTS FOR APPROVAL OF VARIANCE TO STANDARDS OF ARTICLE IV (BUILDING SETBACKS AND LOT STANDARDS) OF THE LAND AND SITE DEVELOPMENT ORDINANCE (BRYAN CODE OF ORDINANCES CHAPTER 62) – A PUBLIC HEARING WILL BE HELD FOR EACH ITEM (Commission has final approval; applicants may direct appeals to City Council).**

#### **a. Planning Variance PV16-13: Gardner Family Trust**

*A request for approval of a 6.5-foot variance to the minimum 7.5-foot side building setback generally required on properties zoned Residential District – 5000 (RD-5), to allow the proposed installation of an carport to extend within 1 foot from the west side property line on property located at 3723 Ravenwood Drive, located approximately 90 feet northeast of the intersection of Knight Drive and Ravenwood Drive, being Lot 2 in Block 22 of the Wheeler Ridge Subdivision – Phase 6 in Bryan, Brazos County, Texas. (S. Doland)*

Ms. Doland presented the staff report (on file in the Development Service Department). Staff recommends approval of the request.

In response to questions from the Commission, Ms. Doland stated that:

- Staff received two letters in support and two letters in opposition of the variance request.
- The adjacent property to the east, 3719 Ravenwood Drive, submitted a letter in support of the proposed variance request.
- The adjacent property owner to the west, 3727 Ravenwood Drive did not contact the City of Bryan concerning the variance request.
- No carports are present along the same block face of the subject property.
- Proposed carport will be 12 ft. x 21 ft.

The public hearing was opened.

Mr. John Gardner, 3723 Ravenwood Drive, Bryan, Texas, applicant, came forward to speak in favor of the request:

- Trees had been taken out by recent tornado, therefore, no more shade on property which is reasoning behind carport.
- One neighbor spoken to is fine with having this car port next to their home.

The public hearing was closed.

**Commissioner Incardona moved to deny Planning Variance PV16-13, and to adopt the written staff report and analysis, as the report, findings and evaluation of the Commission. Commissioner Bush seconded the motion.**

Commissioners stated that:

- Heart goes out to all those affected by recent tornado in the City of Bryan.
- Need to protect integrity of neighborhood.
- This carport would impact safety issues on neighboring side of proposed carport

**The motion passed unanimously.**

**b. Planning Variance PV16-14: Nathan Winchester**

*A request for approval of variance to the minimum 7.5-foot side building setback generally required on properties zoned Residential District – 5000 (RD-5) on two adjacent vacant lots, being Lots 4 and 5 in the WT James Resubdivision, specifically a 26-inch variance on both sides of Lot 4 and a 14-inch variance on both sides of Lot 5, to allow the proposed construction of two single-family residences, planned to extend within 5.3-feet and 6.3-feet, respectively, from the side property lines on property currently addressed as 1106 East 24<sup>th</sup> Street, between the East William Joel Bryan Parkway and Baker Avenue in Bryan, Brazos County, Texas.(S. Doland)*

Ms. Doland presented the staff report (on file in the Development Service Department). Staff recommends approval of the request.

In response to questions from the Commission, Ms. Doland stated that:

- Fire Department is okay with this proposed planning variance.
- Lots were never divided; parcels have always been the same.
- No response from any neighbors that staff knows of.

The public hearing was opened.

Mr. Adam Bechtold, 1102 East 24<sup>th</sup> Street, Bryan, Texas, came forward to speak in favor of planning variance.

Mr. Nathan Winchester, 1106 East 24<sup>th</sup> Street, Bryan, Texas, applicant, came forward to speak in favor the request.

The public hearing was closed.

**Commissioner Madison moved to approve Planning Variance PV16-14 as requested, and to adopt the written staff report and analysis, as the report, findings and evaluation of the Commission. Commissioner Conlee seconded the motion.**

Commissioners thanked Mr. Winchester for helping with the aesthetics of the neighborhood.

**The motion passed unanimously.**

DRAFT

**c. Planning Variance PV16-15: Eli & Fern Jones**

*A request for approval of a 13-foot variance to the 25-foot maximum driveway width typically required on residential home sites, to allow two driveways with a total driveway width of 38 feet on a residential home site, specifically on property located at 3109 Palmetto Lane, located approximately 325 feet north of the intersection of North Traditions Drive and Palmetto Lane, being Lot 18A in Block 1 of The Traditions Subdivision – Phase 15 in Bryan, Brazos County, Texas. (R. Haynes)*

Mr. Haynes presented the staff report (on file in the Development Service Department). Staff recommends approval of the request.

The public hearing was opened.

Mr. Bob Ruth, 18119 Saddlecreek Drive, Bryan, Texas, came forward to answer any questions about this planning variance on behalf of property owners.

The public hearing was closed.

**Commissioner Marin moved to approve Planning Variance PV16-15 as requested, and to adopt the written staff report and analysis, as the report, findings and evaluation of this Commission. Commissioner Madison seconded the motion, and the motion passed unanimously.**

**7. REQUESTS FOR APPROVAL OF ZONING CHANGES – A PUBLIC HEARING WILL BE HELD FOR EACH ITEM (Commission makes recommendation; City Council has final approval).**

**a. Rezoning RZ16-12: Brutus Enterprises, LLC**

*a request to change the zoning classification from Agricultural – Open District (A-O) to Commercial District (C-3) on 1.989 acres of land out of the Stephen F Austin League No. 10, adjoining the south side of East State Highway 21, southwest from its intersection with Wallis Road and currently addressed as 6086 East State Highway 21 in Bryan, Brazos County, Texas. (S. Doland)*

Ms. Doland presented the staff report (on file in the Development Service Department). Staff recommends approval of the request.

In response to questions from the Commission, Ms. Doland stated that:

- No calls have come in regarding favor or opposition of requested rezone.
- Landscape has not been a part of any discussion.

The public hearing was opened.

Ms. Tammy D’Addario, 6086 East HWY 21, property owner, came forward to answer any questions regarding this rezoning request:

- Purchased the property to run business.
- Needs a lot of TLC, including the parking lot and siding for better curb appeal.

Mr. Ray Fryar, 6091 East HWY 21, property owner near site, came forward to speak in favor of this rezoning request:

- Across the street from this location.
- Growth is good for this area.

**Commissioner Madison moved to recommend approval of Rezoning RZ16-12 to the Bryan City Council, and to adopt the written staff report and analysis, as the report, findings and evaluation of this Commission. Commissioner Marin seconded the motion.**

Commissioners expressed excitement to see development in this part of town.

**The motion passed unanimously.**

**8. CONSIDERATION TO APPOINT PLANNING AND ZONING COMMISSIONERS TO SPEAK ON BEHALF OF THE COMMISSION AND MAKE PUBLIC STATEMENTS CONCERNING COMMISSION POSITIONS DURING CITY COUNCIL MEETINGS, SPECIFICALLY CONCERNING PROPOSED CHANGES TO THE TEXT OF BRYAN CODE OF ORDINANCES CHAPTER 130, WHICH THE COMMISSION RECOMMENDED ON JULY 21, 2016.**

**Commissioner Marin moved to authorize Commissioner Bush and Commissioner Swearingen to appear before City Council on behalf of the Planning and Zoning Commission to provide information and answer questions regarding the Commissions July 21, 2016, recommendation to amend Chapter 130 and Chapter 62 of the Code of Ordinances. Commissioner Gutierrez seconded the motion, and the motion passed unanimously.**

**9. ADJOURN.**

Without objection, Chairperson Gutierrez adjourned the meeting at 6:40 p.m.

These minutes shall serve as the official findings of the City of Bryan Planning and Zoning Commission, as approved on this the **1<sup>st</sup>** day of **September, 2016**.

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Bobby Gutierrez, Chairperson  
Planning and Zoning Commission  
City of Bryan, Texas

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Martin Zimmermann, AICP  
Planning Manager and Secretary to the  
Planning and Zoning Commission